



State of Louisiana
DIVISION OF ADMINISTRATION

OFFICE OF INFORMATION SERVICES

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Statewide Information Systems Technical Memorandum 04-01

To: Undersecretaries
Technical Coordinators

Subject: Technical Bulletins

Due to evolving technology, we are finding increasingly frequent situations where the support of ISIS systems requires cooperation between our office and the technical staffs in user agencies. Many problems which occur and tasks which have to be performed are unique to each agency and its technical environment. We have been using the SIS Memoranda to communicate information to the Technical Coordinators when these situations arise. Due to the limitations of that method, we are implementing a new procedure.

We have modified the Technical Support page on our website to include Technical Bulletins. They can be accessed at www.state.la.us/OSIS/usersupport/technical/technical.htm. When information about technical changes, issues or procedures needs to be distributed, we will post a Technical Bulletin with detailed instructions for the technical coordinators to follow. We will also send a notice to everyone on our Technical Contacts electronic mailing list informing them that the bulletin has been posted. All staff in your organization who need to receive this information should subscribe to our electronic mailing list at www.state.la.us/osis/usersupport/technical/techelectronic_notification.htm.

Please contact the ISIS Help Desk at 342-2677 if you have any questions.

AT/pg

c: Whit Kling, Deputy Undersecretary
Human Resource Managers
Employee Administrators
ISIS Liaisons